

OFFICE OF CENTRAL SERVICES - 31

MISSION

The Office of Central Services provides operational and maintenance support to ensure the efficient delivery of services by County departments and agencies.

CORE SERVICES:

- Manage and direct the County's purchasing and procurement programs.
- Provide inventory control and manage warehouse operations.
- Provide operational and renovation services for County buildings.
- Administer vertical construction projects.
- Provide mail, messenger and courier services.
- Manage County fleet acquisition and maintenance as well as automated fuel sites.
- Provide efficient reproduction services.
- Oversee school construction projects.
- Manage the sale and acquisition of County real property.
- Administer the development of Minority Business participation in the County procurement process.

FY 2007 KEY ACCOMPLISHMENTS:

- Initiated efforts to assist the County in fulfilling the agreement between the County and the Department of Justice regarding Civic Access (American with Disabilities).
- Entered the final stage of a new term contract software application to improve the tracking and monitoring of the County's term vendors.
- Conducted two quarterly inventories and a biennial inventory of capital assets valued at \$19.6 million.
- Developed 1st County-Wide Workshop for Congressional Annual Outreach Conference.
- Upgraded seven remaining fuel sites to an on-line system.
- Implemented a mechanical internship program with two high school seniors, in collaboration with the Board of Education.

FY 2008 FISCAL & STAFFING OVERVIEW:

The FY 2008 approved budget for the Office of Central Services is \$30.9 million, an increase of \$1.1 million or 3.7% from the FY 2007 approved budget.

GENERAL FUNDS:

The FY 2008 approved General Fund budget of \$17.3 million represents an increase of \$1,999,600 or 13.1 % from the FY 2007 approved budget of \$15,277,400. Major changes in the FY 2008 approved budget include:

- Cost of living adjustment and merit increases for eligible employees.
- Creation of three new positions within the Facilities Operations and Management Division.
- Increase in contractual cost to support printing operations and building maintenance.
- Additional funding to enhance audio-visual services.

INTERNAL SERVICE FUNDS:

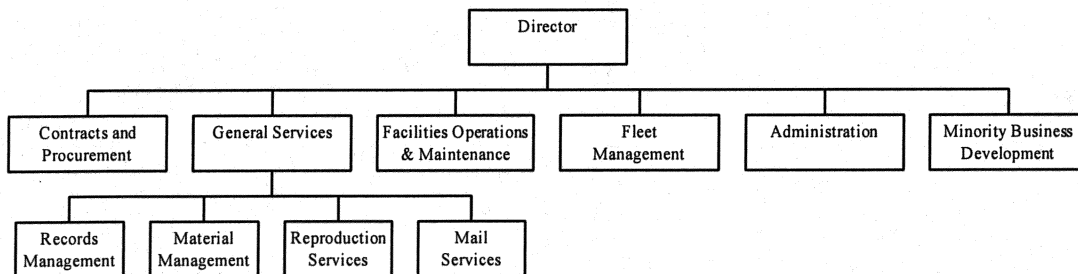
The FY 2008 approved Fleet Management Fund (IS43) of \$13.3 million represents a decrease of \$906,700 or 6.4% from the FY 2007 approved budget. Major changes in the FY 2008 approved budget include:

- Creation of two equipment mechanic positions to increase the current mechanic to vehicle ratio.
- Cost of living adjustment and merit increases for eligible full-time employees.
- Funding for vehicle and heavy equipment repair.
- Resources to update a truck alignment machine and to provide a generator for the facility.
- Additional funding for vehicle depreciation cost.
- Acquisition of a new satellite garage (\$819,000).
- Removal of FY 2007 one-time costs for vehicle purchases.

SPECIAL REVENUE FUNDS:

The FY 2008 approved Property Management Services Fund of \$275,300 remains constant with the FY 2007 approved budget.

The FY 2008 approved Collington Center Fund of \$5,000 represents a decrease of \$3,000 or 37.5% from the FY 2007 approved budget.

ORGANIZATIONAL CHART:

PERFORMANCE MANAGEMENT:

GOAL - 1 - To efficiently provide safe and clean county facilities.

Objective 1.1 - By FY 2010, increase work order requests completed within 10 days by 5% from 75% to 80%.

Objective 1.2 - By FY 2010, maintain the percentage of scheduled preventive maintenance tasks completed at 95%.

MEASURES

Objective Number	Measure Name	Measure Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Estimated	FY 2008 Projected
1.1	Work Orders Requested	Input	7,544	7,362	9,272	8,092	8,700
1.1	Work orders completed with 5 days	Output	37%	37%	85%	67%	67%
1.1	Work orders completed with 10 days	Output	63%	63%	15%	33%	33%
1.1	Customer Satisfaction	Quality		62%	73%	80%	85%
1.2	Preventive maintenance tasks	Input	5,824	5,798	6,164	5,929	6,225
1.2	Preventive maintenance tasks completed	Output	5,520	5,389	5,710	5,540	5,817
1.2	Repeated service	Quality	67%	60%	68%	65%	60%

GOAL –2 - To provide safe and well-maintained county vehicles.

Objective 2.1 - By FY 2010, increase Fleet Availability by 1% from 97% to 98%.

Objective 2.2 - By FY 2010, increase the percentage of scheduled repairs by 5% from 65% to 70%.

MEASURES

Objective Number	Measure Name	Measure Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Estimated	FY 2008 Projected
2.1	Fleet Availability (total fleet)	Output	16,166	15,078	14,756	15,333	15,500
2.2	Scheduled Vehicle Repairs	Output	66%	64%	62%	65%	70%
2.2	Unscheduled Vehicle Repairs	Efficiency	34%	36%	38%	35%	30%
2.2	Work Order Cost	Efficiency	\$374	\$415	\$441	\$450	\$460
2.2	Mechanics to Vehicles	Efficiency	64:1	64:1	64:1	64:1	64:1

GOAL –3 - To increase the efficiency of the County's Central Inventory and Printing services.

Objective 3.1 - By FY 2010, improve average stores request delivery time from 5 working days to 3 working days.

Objective 3.2 - By FY 2010, decrease human and systemic errors by 95%.

Objective 3.3 - By FY 2010, increase routine non-emergency printing completed within 5 days by 1% from 96% to 97%.

MEASURES

Objective Number	Measure Name	Measure Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Estimated	FY 2008 Projected
3.1	Deliver time (number of requests completed)	Input		0	9,486	9,665	9,665
3.1	Deliver time (average number of days)	Efficiency		5	5.2	5	3
3.2	Number of Errors	Input			104	83	83
3.3	Non-emergency printing request completed	Output		1,045	1,108	1,150	1,150
3.3	Non-emergency printing requests completed within 5 days	Output		96%	87%	96%	96%
3.3	Customer Satisfaction	Quality		90%	93%	95%	95%

GOAL - 4 - To increase and promote development of Minority Business participation in the County.

Objective 4.1 - By FY 2010, increase participation in the County's Minority Business Enterprise Program by 5% from 33 to 38%.

Objective 4.2 - By FY 2010, increase the number of MBE external outreach activities from 0 to 20%.

MEASURES

Objective Number	Measure Name	Measure Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Estimated	FY 2008 Projected
4.1	Minority Business Enterprise Participation	Outcome		32%	37%	33%	34%
4.2	Number of External Outreach Activities	Outcome	10	3	3	3	2
4.2	Customer Satisfaction	Quality		65%	85%	45%	120

GOAL - 5 - To increase competitive procurement of goods and services.

Objective 5.1 - By FY 2010, increase the number of term contracts by 20% from 450 term contracts to 540 term contracts.

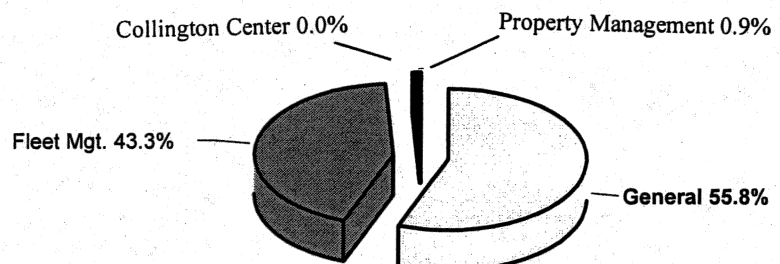
MEASURES

Objective Number	Measure Name	Measure Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Estimated	FY 2008 Projected
5.1	Number of Term Contracts	Input				450	510
5.1	Term Contracts Completed	Output				450	510
5.1	Customer Satisfaction	Quality				75%	80%

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
TOTAL EXPENDITURES	\$ 27,783,460	\$ 29,760,300	\$ 30,305,000	\$ 30,703,000	3.2%
EXPENDITURE DETAIL					
Office Of The Director	2,147,383	2,433,100	2,152,600	3,052,200	25.4%
Facilities Operations And Management	11,226,072	10,852,300	12,229,700	11,807,100	8.8%
Contract Administration & Procurement	1,262,064	1,349,000	1,306,400	1,518,700	12.6%
General Services	2,435,744	2,235,400	1,978,300	2,656,600	18.8%
Minority Business Development	477,510	620,700	586,600	600,300	-3.3%
 Fleet Management Fund	 9,627,578	 14,199,600	 14,155,500	 13,292,900	 -6.4%
Property Management Services Fund	220,745	275,300	275,300	275,300	0%
Collington Center Fund	3,205,000	8,000	5,000	5,000	-37.5%
 Recoveries	 (2,818,636)	 (2,213,100)	 (2,384,400)	 (2,505,100)	 13.2%
 TOTAL	 \$ 27,783,460	 \$ 29,760,300	 \$ 30,305,000	 \$ 30,703,000	 3.2%
SOURCES OF FUNDS					
General Fund	\$ 14,730,137	\$ 15,277,400	\$ 15,869,200	\$ 17,129,800	12.1%
Other County Operating Funds:					
Fleet Management Fund	9,627,578	14,199,600	14,155,500	13,292,900	-6.4%
Property Management Services Fund	220,745	275,300	275,300	275,300	0%
Collington Center Fund	3,205,000	8,000	5,000	5,000	-37.5%
 TOTAL	 \$ 27,783,460	 \$ 29,760,300	 \$ 30,305,000	 \$ 30,703,000	 3.2%

FY2008 SOURCES OF FUNDS

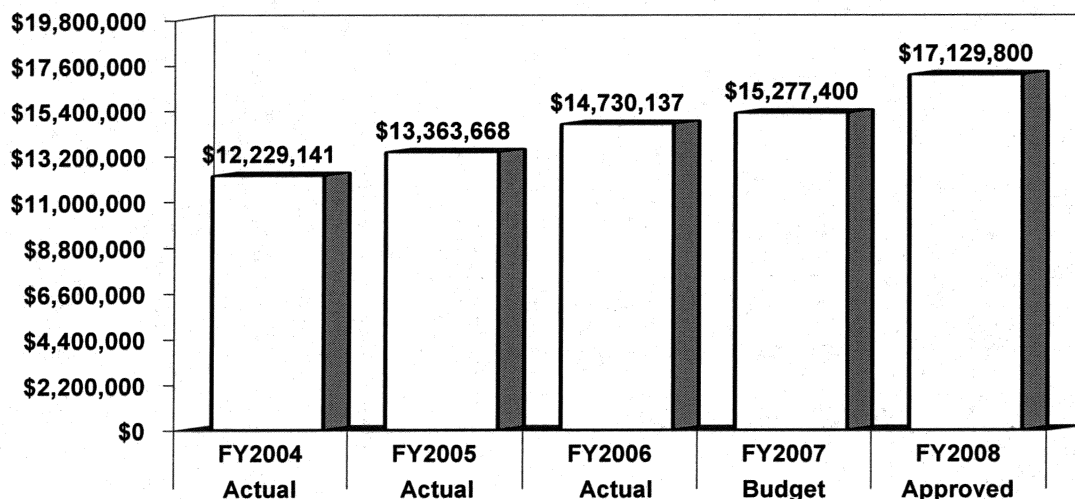
This agency is supported by four funding sources, including the General Fund. The Fleet Management Fund revenues are driven by vehicle charges and the sale of property drives the Property Management and Collington Fund revenues.



	FY2006 BUDGET	FY2007 BUDGET	FY2008 APPROVED	CHANGE FY07-FY08
GENERAL FUND STAFF				
Full Time - Civilian	172	180	182	2
Full Time - Sworn	0	0	0	0
Part Time	0	1	1	0
Limited Term	0	0	0	0
OTHER STAFF				
Full Time - Civilian	71	73	75	2
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term Grant Funded	0	0	0	0
TOTAL				
Full Time - Civilian	243	253	257	4
Full Time - Sworn	0	0	0	0
Part Time	0	1	1	0
Limited Term	0	0	0	0

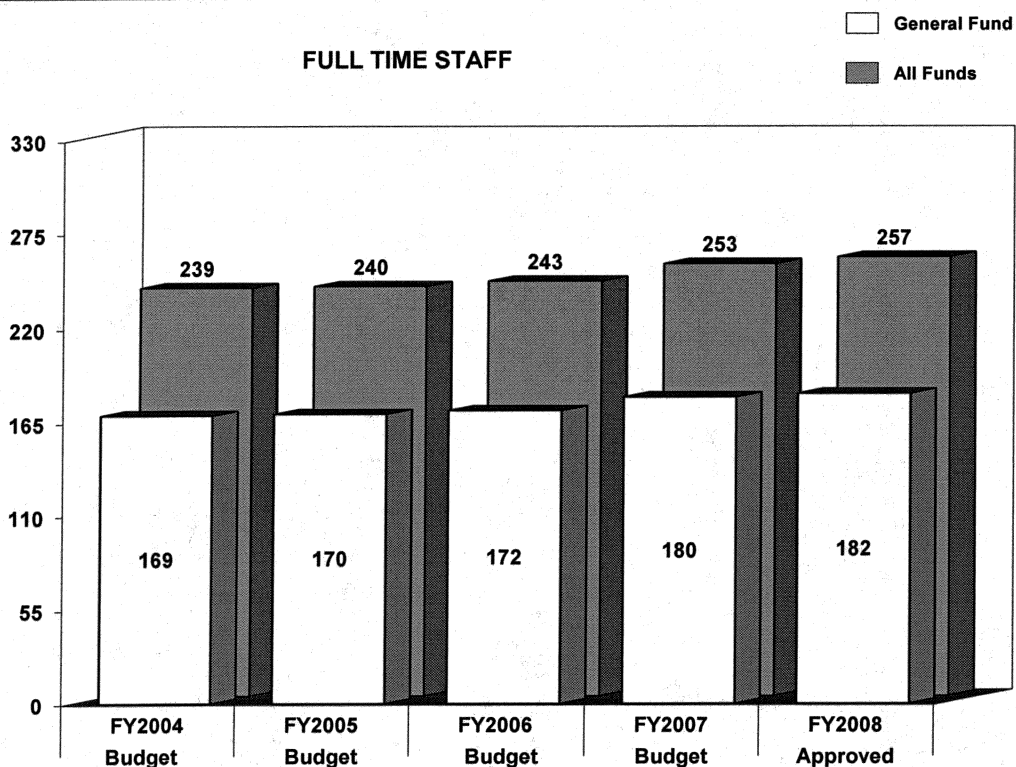
POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Administrative Specialists	11	1	0
Administrative Assistants	12	0	0
Administrative Aides	18	0	0
Buyers	9	0	0
Custodial Supervisors	4	0	0
Custodians	24	0	0
Building Engineers	20	0	0
Plumbers	6	0	0
Carpenters	5	0	0
General Clerks	6	0	0
Facility Maintenance Supervisors	6	0	0
Electricians	5	0	0
HVAC Technicians	5	0	0
Mail Personnel	5	0	0
Other	57	0	0
Mechanics	53	0	0
Managers	11	0	0
TOTAL	257	1	0

GENERAL FUND EXPENDITURES



The agency's expenditures have increased 20.5% from FY 2004 to FY 2006. This increase was primarily driven by staffing increases and operating costs to support building maintenance and technology enhancements. The FY 2008 approved budget is 12.1% more than the FY 2007 approved budget.

FULL TIME STAFF



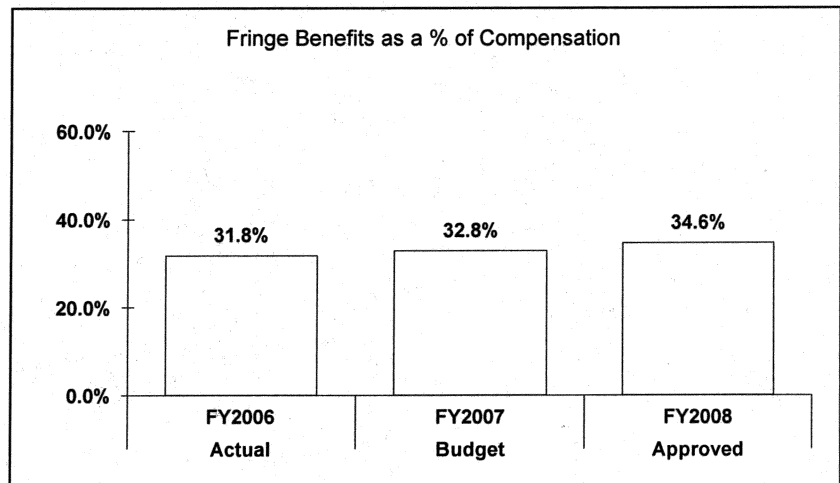
The FY 2008 staffing totals include a net of four more positions than the FY 2007 budget. This increase is due to the addition of three positions in the General Fund, and two positions in the Fleet Management Internal Service Fund and a decrease of one General Fund position.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 8,159,875	\$ 8,556,000	\$ 8,253,700	\$ 9,126,500	6.7%
Fringe Benefits	2,595,017	2,808,000	2,859,800	3,153,300	12.3%
Operating Expenses	6,793,881	6,126,500	7,140,100	7,355,100	20.1%
Capital Outlay	0	0	0	0	0%
	\$ 17,548,773	\$ 17,490,500	\$ 18,253,600	\$ 19,634,900	12.3%
Recoveries	(2,818,636)	(2,213,100)	(2,384,400)	(2,505,100)	13.2%
TOTAL	\$ 14,730,137	\$ 15,277,400	\$ 15,869,200	\$ 17,129,800	12.1%
STAFF					
Full Time - Civilian	-	180	-	182	1.1%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	1	-	1	0%
Limited Term	-	0	-	0	0%

In FY 2008, compensation expenditures increase 7% over the FY 2007 budget due to cost of living adjustments and merit increases, overtime, shift differential, and staffing changes. Compensation costs include funding for 182 full-time employees, 1 part-time employee, and 25 summer youth students. Fringe benefit expenditures increase by 12.3% over the FY 2007 budget. This is due to an increase in fringe benefit costs such as health insurance.

Operating expenditures increase 20.1% over the FY 2007 budget. This increase reflects funding to provide maintenance, custodial support, and enhance the audio-visual services provided to county agencies.

MAJOR OPERATING EXPENDITURES FY2008	
Operational Contracts	\$ 3,717,700
Equipment Lease	\$ 803,600
Building Repair and Maintenance	\$ 750,000
Office Automation	\$ 476,300
General and Administrative	\$ 288,300
Contracts	



OFFICE OF THE DIRECTOR - 01

The Office of the Director manages agency operations, provides policy guidance and direction to the operating divisions and oversees school construction. This Division is responsible for personnel and human resource development/management, budget development and monitoring, financial management, parking coordination, audio-visual and special projects. The Office of the Director also manages the leasing and acquisition of real property as well as the disposition of real property.

Division Summary:

The major FY 2008 changes for this division are attributable to the enhancement of audio-visual services to county agencies. The increase in compensation and fringe benefits is associated with employee promotions.

Operating expenses include \$280,000 for camera equipment, specialty printing, and advertising costs.

Complement changes are the result of transferring one position from the Director's Office to the Facilities Operation and Management Division.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 1,381,596	\$ 1,542,000	\$ 1,344,600	\$ 1,732,200	12.3%
Fringe Benefits	350,674	509,400	441,000	595,500	16.9%
Operating Expenses	415,113	381,700	367,000	724,500	89.8%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 2,147,383	\$ 2,433,100	\$ 2,152,600	\$ 3,052,200	25.4%
Recoveries	(106,108)	(120,200)	0	(125,400)	4.3%
TOTAL	\$ 2,041,275	\$ 2,312,900	\$ 2,152,600	\$ 2,926,800	26.5%
STAFF					
Full Time - Civilian	-	24	-	23	-4.2%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	1	-	1	0%
Limited Term	-	0	-	0	0%

FACILITIES OPERATIONS AND MANAGEMENT - 03

The Facilities Operations and Management Division is responsible for a wide range of building operation, renovation, and maintenance services. These include utilities management, custodial services, and mechanical repairs for County-owned and County-maintained buildings and fire stations. This Division is responsible for minor and major renovation projects, conference room scheduling, and special project setup.

Division Summary:

In FY 2008, changes for this division include increases in staffing and operating expenses. Staffing increases by a net of two positions: an energy manager and two maintenance service personnel to administer service provided to the Department of Corrections, and a decrease of one full-time position. Complement changes are also the result of transfers within the agency.

Operating costs increase due to higher contract costs and costs associated with the maintenance of county facilities.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 4,688,682	\$ 4,772,700	\$ 4,760,200	\$ 4,994,200	4.6%
Fringe Benefits	1,660,677	1,552,000	1,686,000	1,728,800	11.4%
Operating Expenses	4,876,713	4,527,600	5,783,500	5,084,100	12.3%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 11,226,072	\$ 10,852,300	\$ 12,229,700	\$ 11,807,100	8.8%
Recoveries	(2,178,026)	(1,562,500)	(1,934,000)	(1,708,600)	9.4%
TOTAL	\$ 9,048,046	\$ 9,289,800	\$ 10,295,700	\$ 10,098,500	8.7%
STAFF					
Full Time - Civilian	-	108	-	110	1.9%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

CONTRACT ADMINISTRATION & PROCUREMENT - 04

The Contract Administration and Procurement Division provides overall management and direction for the County's purchasing functions in accordance with the legal authority established by Section 603 of the Charter, Subtitle 10A of the Prince George's County Code. This Division is responsible for procurement of contractual services and commodities. It oversees delegated procurement activities and reports on the County's Minority Business Enterprises (MBE) activities.

Division Summary:

The increase in operating expenses reflects additional funding to obtain software for contract compliance. Complement changes are the result of transferring one position from the Minority Business Division to the Contract and Procurement Division.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 779,158	\$ 812,200	\$ 811,500	\$ 844,800	4%
Fringe Benefits	223,447	268,000	266,200	291,800	8.9%
Operating Expenses	259,459	268,800	228,700	382,100	42.2%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 1,262,064	\$ 1,349,000	\$ 1,306,400	\$ 1,518,700	12.6%
Recoveries	(77,899)	(80,000)	0	(87,300)	9.1%
TOTAL	\$ 1,184,165	\$ 1,269,000	\$ 1,306,400	\$ 1,431,400	12.8%
STAFF					
Full Time - Civilian	-	17	-	18	5.9%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

GENERAL SERVICES - 05

The General Services Division is responsible for providing mail and courier services throughout the government. This Division also manages the convenience copy center, records management, and high-speed reproduction services.

Division Summary:

In FY 2008, major changes include cost of living adjustments and merit increases. The increase in operating expenses is due to rising printing and operational contract costs.

Complement changes are the result of transferring one position from the Facilities Management Division to the General Services Division.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 1,013,288	\$ 1,008,400	\$ 961,600	\$ 1,157,800	14.8%
Fringe Benefits	279,333	338,700	326,700	399,900	18.1%
Operating Expenses	1,143,123	888,300	690,000	1,098,900	23.7%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 2,435,744	\$ 2,235,400	\$ 1,978,300	\$ 2,656,600	18.8%
Recoveries	(456,603)	(415,400)	(415,400)	(548,800)	32.1%
TOTAL	\$ 1,979,141	\$ 1,820,000	\$ 1,562,900	\$ 2,107,800	15.8%
STAFF					
Full Time - Civilian	-	24	-	25	4.2%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

MINORITY BUSINESS DEVELOPMENT - 06

The Minority Business Development Division promotes the development of minority business opportunities within the County by offering minority entrepreneurs aggressive business advocacy, valuable information, and expert referrals. The Division is comprised of the staff of the Minority Business Opportunities Commission.

Division Summary:

In FY 2008, the decrease in compensation is the result of a transfer within the agency to the Contract and Procurement Division.

Operating expenses include funding to support automation needs within the agency.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 297,151	\$ 420,700	\$ 375,800	\$ 397,500	-5.5%
Fringe Benefits	80,886	139,900	139,900	137,300	-1.9%
Operating Expenses	99,473	60,100	70,900	65,500	9%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 477,510	\$ 620,700	\$ 586,600	\$ 600,300	-3.3%
Recoveries	0	(35,000)	(35,000)	(35,000)	0%
TOTAL	\$ 477,510	\$ 585,700	\$ 551,600	\$ 565,300	-3.5%
STAFF					
Full Time - Civilian	-	7	-	6	-14.3%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

FLEET MANAGEMENT FUND

The Fleet Management Division manages the County's pool of over 3,000 vehicles and repairs sedans, trucks, buses, and public safety vehicles. The Division provides a wide range of maintenance services, in addition to body repair, towing, road service, and component rebuilding.

The Fleet Administrator has the responsibility of identifying vehicles that have become eligible for replacement due to excessive use or high repair cost, retiring unserviceable vehicles, and managing the County's motor fuels system. Operating the County Motor Pool, which provides agencies in need with temporary transportation on a rental basis, is also a task for the Fleet Administrator.

The Division manages its services using an Internal Service Fund, IS43. Fees are charged on a cost basis. Services are also offered to local governments and other municipalities.

Division Summary:

In FY 2008, compensation and fringe benefit costs increase due to the creation of two equipment mechanic positions.

Operating costs increase primarily due to depreciation cost. Additional funding has also been provided for vehicle and heavy equipment repair in order to maintain the current fleet.

Capital outlay reflects the cost to update a truck alignment machine and provide a generator for the facility. Costs are also associated with the addition of a new satellite garage.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 3,685,799	\$ 3,949,000	\$ 3,800,300	\$ 4,394,200	11.3%
Fringe Benefits	1,072,117	1,303,200	1,220,300	1,408,000	8%
Operating Expenses	4,839,312	4,747,400	5,874,900	7,030,700	48.1%
Capital Outlay	30,350	4,200,000	3,260,000	460,000	-89%
Sub-Total	\$ 9,627,578	\$ 14,199,600	\$ 14,155,500	\$ 13,292,900	-6.4%
Recoveries	0	0	0	0	0%
TOTAL	\$ 9,627,578	\$ 14,199,600	\$ 14,155,500	\$ 13,292,900	-6.4%
STAFF					
Full Time - Civilian	-	73	-	75	2.7%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term Grant	-	0	-	0	0%

FLEET MANAGEMENT INTERNAL SERVICE FUND - IS43

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
BEGINNING FUND BALANCE	\$ 2,876,083	\$ 2,480,794	\$ 10,721,412	\$ 10,418,712	320%
REVENUES					
Vehicle Charges	\$ 9,910,694	\$ 9,300,600	\$ 10,420,000	\$ 12,009,500	29.1%
Pool Cars	166,488	130,000	158,000	196,500	51.2%
Gas Surcharge	12,892	17,000	10,000	10,000	-41.2%
Miscellaneous	7,833	2,000	4,800	7,000	250%
Appropriated Fund Balance	0	550,000	302,700	1,069,900	94.5%
Monthly Vehicle Charges	0	0	0	0	0%
Transfer In	7,375,000	4,200,000	3,260,000	0	-100%
TOTAL REVENUES	\$ 17,472,907	\$ 14,199,600	\$ 14,155,500	\$ 13,292,900	-6.4%
EXPENDITURES					
Compensation	\$ 3,685,799	\$ 3,949,000	\$ 3,800,300	\$ 4,394,200	11.3%
Fringe	1,072,117	1,303,200	1,220,300	1,408,000	8%
Operating Expenses	3,960,724	3,841,400	4,318,900	4,111,700	7%
Depreciation	787,361	806,000	1,456,000	2,000,000	148.1%
Interest Expense	91,227	100,000	100,000	100,000	0%
Capital Outlay - Heavy Equip.	0	0	0	819,000	100%
Capital Outlay - Vehicle Replacement	0	4,200,000	3,260,000	460,000	-89%
Capital Outlay - Loss of Disposal	30,350	0	0	0	0%
TOTAL EXPENDITURES	\$ 9,627,578	\$ 14,199,600	\$ 14,155,500	\$ 13,292,900	-6.4%
EXCESS OF REVENUES OVER EXPENDITURES	\$ 7,845,329	\$ 0	\$ 0	\$ 0	0%
OTHER ADJUSTMENTS	\$ 0	\$ (550,000)	\$ (302,700)	\$ (1,069,900)	94.5%
ENDING FUND BALANCE	\$ 10,721,412	\$ 1,930,794	\$ 10,418,712	\$ 9,348,812	384.2%

PROPERTY MANAGEMENT SERVICES FUND

The Property Management Service Fund manages revenue receipts from the disposition of surplus real property and the various costs related to the disposition.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 0	\$ 0	0	0%
Fringe Benefits	0	0	0	0	0%
Operating Expenses	220,745	275,300	275,300	275,300	0%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 220,745	\$ 275,300	\$ 275,300	\$ 275,300	0%
Recoveries	0	0	0	0	0%
TOTAL	\$ 220,745	\$ 275,300	\$ 275,300	\$ 275,300	0%

PROPERTY MANAGEMENT SPECIAL REVENUE FUND - SR47

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
BEGINNING FUND BALANCE	\$ 4,054,637	\$ 2,029,337	\$ 2,077,609	\$ 1,852,309	-8.7%
REVENUES					
Rental Income	\$ 0	\$ 0	\$ 0	\$ 0	0%
Principal Payments	0	0	0	0	0%
Mortgage Interest	0	0	0	0	0%
Miscellaneous	0	0	0	0	0%
Appropriated Fund Balance	0	225,300	225,300	225,300	0%
Interest and dividends	43,717	50,000	50,000	50,000	0%
Sale of property	0	0	0	0	0%
TOTAL REVENUES	\$ 43,717	\$ 275,300	\$ 275,300	\$ 275,300	0%
EXPENDITURES					
Operating Expenses	\$ 220,745	\$ 275,300	\$ 275,300	\$ 275,300	0%
Debt Service	0	0	0	0	0%
Contingency Reserve	0	0	0	0	0%
General Fund Transfer	0	0	0	0	0%
TOTAL EXPENDITURES	\$ 220,745	\$ 275,300	\$ 275,300	\$ 275,300	0%
EXCESS OF REVENUES OVER EXPENDITURES	\$ (177,028)	\$ 0	\$ 0	\$ 0	0%
OTHER ADJUSTMENTS	\$ (1,800,000)	\$ (225,300)	\$ (225,300)	\$ (225,300)	0%
ENDING FUND BALANCE	\$ 2,077,609	\$ 1,804,037	\$ 1,852,309	\$ 1,627,009	-9.8%

COLLINGTON CENTER FUND

The Collington Center Fund monitors the revenue from the sale of properties within the Center and the finance costs incurred from managing the fund.

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 0	\$ 0	0	0%
Fringe Benefits	0	0	0	0	0%
Operating Expenses	3,205,000	8,000	5,000	5,000	-37.5%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 3,205,000	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%
Recoveries	0	0	0	0	0%
TOTAL	\$ 3,205,000	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%

COLLINGTON CENTER SPECIAL REVENUE FUND - SR48

	FY2006 ACTUAL	FY2007 BUDGET	FY2007 ESTIMATED	FY2008 APPROVED	CHANGE FY07-FY08
BEGINNING FUND BALANCE	\$ 4,367,274	\$ 1,159,274	\$ 1,162,974	\$ 1,157,974	-0.1%
REVENUES					
Interest & Dividends	\$ 0	\$ 0	\$ 0	\$ 0	0%
Sale of Property & Principal	0	0	0	0	0%
Miscellaneous	700	0	0	0	0%
Appropriated Fund Balance	0	8,000	5,000	5,000	-37.5%
TOTAL REVENUES	\$ 700	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%
EXPENDITURES					
Operating Expenses	\$ 5,000	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%
Contingency Reserve	0	0	0	0	0%
General Fund Transfer	3,200,000	0	0	0	0%
Capital Improvement Transfer	0	0	0	0	0%
TOTAL EXPENDITURES	\$ 3,205,000	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%
EXCESS OF REVENUES OVER EXPENDITURES	\$ (3,204,300)	\$ 0	\$ 0	\$ 0	0%
OTHER ADJUSTMENTS	\$ 0	\$ (8,000)	\$ (5,000)	\$ (5,000)	-37.5%
ENDING FUND BALANCE	\$ 1,162,974	\$ 1,151,274	\$ 1,157,974	\$ 1,152,974	0.1%